

**Maple Grove City Council**

**DRAFT Meeting minutes**

**May 1, 2023**

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*(Delete this when final edits are complete)*

**Call to order**

Pursuant to call and notice thereof, a regular meeting of the Maple Grove City Council was held at 7:30 p.m. on May 1, 2023 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota. Members present were Mayor Mark Steffenson and Councilmembers Judy Hanson, Kristy Barnett, Kristy Janigo, and Rachelle Johnson. Absent was none. Present also were Heidi Nelson, City Administrator; Joe Hogeboom, Community and Economic Development Director; Peter Vickerman, Planning Manager; Ken Ashfeld, Public Works Director/City Engineer; and Justin Templin, City Attorney.

Mayor Steffenson called the meeting to order at 7:30 p.m. and led the city in the Pledge of Allegiance.

**Additions or deletions to the agenda**

Mayor Steffenson asked if there were any additions and/or deletions to the consent agenda to which Heidi Nelson stated the following:

**Item amended to the agenda**

None

**Item amended to the consent agenda**

None

**Item added to the agenda**

None

**Item removed from the consent agenda for discussion**

3D. Emerald ash borer tree replacement program

3P. Maple Grove Police K9 Calo retirement Resolution No. 23-072 and memorandum of understanding for transfer of

ownership

3R. Proclamation - Light the Night for Fallen Firefighters

3S. Proclamation - National Night Out 2023

3T. Proclamation - Peace Officers Memorial Day (May 15) and  
Police Week (May 14 to 20, 2023)

**Consent items**

The following consent items were presented for council's approval:

**MINUTES**

A. Regular meeting – April 17, 2023

B. Work session meeting – April 17, 2023

**HUMAN RESOURCES ITEMS**

C. Recruitment approval for administrative assistant I

Motion to authorize staff to begin the recruitment process for the administrative assistant I position in the Community and Economic Development Department due to the retirement of Cindy Brown, which has been accepted and is effective May 26, 2023.

**COMMUNITY & ECONOMIC DEVELOPMENT ITEMS**

D. Emerald ash borer tree replacement program

This item was removed by Councilmember Johnson for discussion.

E. Evanswood of Maple Grove 2nd Addition final plat

Motion to direct the city attorney to draft a resolution approving the Evanswood of Maple Grove 2nd Addition final plat subject to:

1. The applicant addressing to the satisfaction of the city any remaining applicable comments contained in the

memorandum from:

- a. The Engineering Department dated April 14, 2023
- b. The Parks and Recreation Department dated April 26, 2023

The applicant shall acknowledge that park dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

F. Rush Hollow 2nd Addition final plat

Motion to direct the city attorney to draft a resolution approving the Rush Hollow 2nd Addition final plat subject to:

- 1. The applicant addressing to the satisfaction of the city any remaining applicable comments contained in the memorandums from:
  - a. The Engineering Department dated April 14, 2023
  - b. The Parks and Recreation Department dated April 26, 2023

The applicant shall acknowledge that park dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

**ENGINEERING ITEMS**

G. 2023 Sanitary Sewer Manhole Rehabilitation Project No. 23-13 - Resolution No. 23-074

Motion to adopt Resolution No. 23-074 establishing 2023 Sanitary Sewer Manhole Rehabilitation Project No. 23-13 and authorizing engineering consultant Stantec to prepare plans and specifications.

H. Arbor Lakes Business Park 4th Addition Project No. 23-11 - approve plans and specifications, authorize advertisement for bids - Resolution No. 23-070

Motion to adopt Resolution No. 23-070 approving plans and specifications for Arbor Lakes Business Park 4th Addition, Project No. 23-11 and authorizing advertisement for bids.

I. Cedar Island, Fish, and Rice Lakes water obstacle permits

Motion to approve the 2023 water obstacle permits on Cedar Island, Fish, and Rice Lakes.

J. Correction of scrivener's error - Edgewater on Cook Lake 2nd Addition - Resolution No. 23-073

Motion to adopt Resolution No. 23-073 correcting scrivener's error in city Resolution No. 22-156.

K. Sureties - May 1, 2023

Motion to approve the surety actions.

**ADMINISTRATIVE ITEMS**

L. 2023 -2024 recycling and transfer station renewals

Motion to approve 2023-2024 recycling and transfer licenses for:

- Waste Management of Minnesota Inc. dba Waste Management of Maple Grove Transfer at 10633 89th Avenue North, Maple Grove, Minnesota
- Northern Metals LLC dba Northern Metal Recycling – Maple Grove at 9025 Zachary Lane North, Maple Grove, Minnesota

subject to compliance with all licensing requirements in Maple Grove Code of Ordinances, Section 26-65, with said license to expire May 31, 2024.

M. 2023-2024 refuse haulers license renewals

Motion to approve the following refuse haulers' licenses, subject to compliance with all licensing requirements as

outline in Chapter 26 of Maple Grove City Code, with said licenses to expire May 31, 2024.

Company Name	Number of Trucks
Ace Solid Waste Inc.	10
Allied Waste Services dba Republic Services Inc.	13
Aspen Waste Systems of Minnesota Inc.	5
Curbside Waste Inc.	2
Dick's Sanitation Service Inc.	3
Walters Recycling and Refuse Inc.	8
Waste Management of Minnesota Inc. dba Waste Management	15

N. Approval of the unmanned aerial system service agreement addendum to the Police Department Axon master service contract

Motion to approve and authorize the chief of police to execute the three-year UAS service agreement addendum to the master service agreement between Axon Enterprises Inc. and the Maple Grove Police Department to add AXON AIR software support for the Police Department's UAS program.

O. Contract approval for First Response Mental Health PeerConnect software application to support Maple Grove Police Department's peer support program

Motion to approve and authorize the chief of police to execute a three-year agreement with First Response Mental Health to provide PeerConnect: Peer support, health, and wellness tool software application services.

P. Maple Grove Police K9 Calo retirement Resolution No. 23-072 and memorandum of understanding for transfer of ownership

This item was removed by Councilmember Hanson for discussion.

Q. Parkway Station license agreement with the Hindu Society of Minnesota

Motion authorizing the mayor and city administrator to execute the license agreement between the City of Maple Grove and the Hindu Society of Minnesota for use of the Parkway Station on June 11, 2023.

R. Proclamation - Light the Night for Fallen Firefighters

This item was removed by Councilmember Hanson for discussion.

S. Proclamation - National Night Out 2023

This item was removed by Councilmember Barnett for discussion.

T. Proclamation - Peace Officers Memorial Day (May 15) and Police Week (May 14 to 20, 2023)

This item was removed by Councilmember Janigo for discussion.

U. School inspection agreement

Motion to approve joint powers agreement - school inspections between the State of Minnesota and City of Maple Grove; and authorize City Administrator Heidi Nelson and Fire Chief Tim Bush to sign contract documents.

V. Electric assist bicycle use - ordinance modification

Motion to modify City Code Sections 22-61 and 22-65 to allow operation of electric assist bicycles on any park or city trail.

W. Approve claims

Motion to approve claims totaling \$ 2,580,229.47.

**Motion by Councilmember Johnson, seconded by Councilmember Barnett, to approve the consent items as amended, removing items 3D (Emerald ash borer tree replacement program), 3P (Maple Grove Police K9 Calo**

retirement Resolution No. 23-072 and memorandum of understanding for transfer of ownership), 3R (Proclamation - Light the Night for Fallen Firefighters), 3S (Proclamation - National Night Out 2023) and 3T (Proclamation - Peace Officers Memorial Day (May 15) and Police Week (May 14 to 20, 2023)). Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.

**Consideration of  
items pulled from  
the agenda**

The following items were pulled from the consent agenda.

Regarding Item 3D (Emerald ash borer tree replacement program), Councilmember Johnson stated in 2016 the city council adopted an EAB management plan for public locations and city owned trees. She noted this included guidance from the Minnesota Department of Agriculture. She reviewed the monitoring, inspections and treatments that were written into the plan. She discussed how the plan required the removal of 250 boulevard trees since 2018. She stated on April 13 the Arbor Committee reviewed this recommendation and offered their support. She explained the city was recommending a companion program to the EAB management plan that would provide a tree voucher to residents that have lost a boulevard tree adjacent to their property in recent years due to EAB. She explained residents would have the opportunity to select a tree of their choice from the fall tree sale and the trees would have to be planted and maintained by the property owner. The benefits of replacing these lost trees were further discussed.

**Motion by Councilmember Johnson, seconded by Councilmember Hanson, to adopt a tree replacement program for residents that have had a boulevard tree removed as part of the Emerald Ash Borer Management Plan. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Regarding Item 3P (Maple Grove Police K9 Calo retirement Resolution No. 23-072 and memorandum of understanding for transfer of ownership), Councilmember Hanson stated in 2018 the city council authorized the restart of the Police Department's K9 program after 20 years of no K9 services. She reported Sergeant Keith Stuart and K9 Calo led the reimplementation of this program. She discussed the

certifications that Calo received and stated she appreciated all of the community outreach events Calo conducted over the past five years. She wished Calo a long and healthy retirement with Sergeant Stuart.

**Motion by Councilmember Hanson, seconded by Councilmember Barnett, to adopt Resolution No. 23-072 and approve the memorandum of understanding for the retirement and ownership transfer of K-9 Calo to Sergeant Keith Stuart.**

Councilmember Barnett thanked Sergeant Stuart and Calo for their tremendous service to the community. She was thankful Sergeant Stuart could keep Calo throughout her retirement.

**Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Regarding Item 3R (Proclamation - Light the Night for Fallen Firefighters), Councilmember Hanson stated May 4 through May 7 was being recognized as Light the Night for fallen firefighters in memory of Firefighter Michael Paidar.

**Motion by Councilmember Hanson, seconded by Councilmember Barnett, to Motion to proclaim May 4 to May 7, 2023 as Light the Night for Fallen Firefighters in memory of Firefighter Michael Paidar. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Regarding Item 3S (Proclamation - National Night Out 2023), Councilmember Barnett stated August 1, 2023 is National Night Out. She noted the city would be participating in its 40<sup>th</sup> National Night Out. She discussed how National Night Out heightens drug and crime prevention while strengthening community and police partnerships. She reported from 11 a.m. to 1 p.m. the Maple Grove Police and Fire Department will host the emergency equipment show at the Community Center and a free lunch will be provided. She encouraged residents interested in hosting their own party to get registered with the city. She thanked the residents of Maple Grove for turning out for National Night Out events and stated Maple Grove received 2<sup>nd</sup> place nationally in 2022.



**Motion by Councilmember Barnett, seconded by Councilmember Hanson, to proclaim Tuesday, August 1, 2023 as National Night Out in Maple Grove. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Regarding Item 3T (Proclamation - Peace Officers Memorial Day (May 15) and Police Week (May 14 to 20, 2023), Councilmember Janigo reported May 15 was Peace Officers Memorial Day and May 14 to May 20 was National Police Week. She stated these events were important to her as the sister of a law enforcement officer. She explained the Maple Grove Police Department was encouraging community members to honor fallen officers by turning their porch lights blue during National Police Week. She reported law enforcement was a dangerous career whether conducted in a city, county or township, and she appreciated the sacrifices made by the city's officers.

**Motion by Councilmember Janigo, seconded by Councilmember Hanson, to approve and proclaim May 15 as Peace Officers Memorial Day and May 14 through 20, 2023 as Police Week. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

#### **Special business**

##### **Open forum**

There were no open forum issues brought before the council at this meeting.

##### **Adjourn to EDA meeting**

**Motion by Councilmember Hanson, seconded by Councilmember Barnett, to convene to an EDA meeting. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Mayor Steffenson adjourned the city council meeting to the EDA meeting at 7:40 p.m.

##### **Reconvene to regular meeting**

**Motion by Councilmember Barnett, seconded by Councilmember Hanson, to reconvene the regular city council meeting. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Mayor Steffenson reconvened the regular city council meeting at 7:43 p.m.

**Community and  
economic  
development  
items**

**Rush Hollow**

**David Weekley  
architectural  
review**

Planning Manager Vickerman stated David Weekley Homes is proposing to purchase the sixty 50-foot wide lots in the Rush Hollow development. During the approval of the Rush Hollow PUD, there was discussion regarding the proposed architecture and home style for these 50-foot wide lots. Pulte initially showed a mix of two-story and one-story homes that would be open to any potential buyer. The city council expressed concerns about these homes and Pulte came back with all one level homes that would be targeted to empty nesters but not have a formal age restriction. Staff commented further on the newly proposed units and requested feedback from the council on how to proceed.

Councilmember Janigo asked if there was a difference in price between the single-level and two-level homes. Planning Manager Vickerman deferred this question to David Weekley Homes.

Councilmember Johnson questioned if there would still be an association or HOA. Planning Manager Vickerman reported it was his understanding an association would still be in place.

Mayor Steffenson explained the council spent a great deal of time discussing this portion of the project before it was approved. Planning Manager Vickerman reported this was the case and stated out of respect to the council it was brought back for the council to weigh in on.

Zach Mahan, Land Manager for David Weekley Homes, explained there would be a slight difference in price between the one-story and two-story homes. He noted all homes would be slab on grade with no basements. He reported the homes would have three bedrooms and would be age targeted with an association. He indicated he believed he had brought forward enhanced architecture for these homes that was not

seen in the past.

Councilmember Janigo requested further information regarding the price difference between the one and two-story homes. Mr. Mahan stated he did not have exact numbers at this time.

Councilmember Hanson inquired if the developer had a price range in mind. Mr. Mahan reported the homes would be in the mid-\$500's and low \$600's. He noted the homes would be targeted toward seniors looking to downsize from their large single-family homes.

Councilmember Barnett questioned how a five-bedroom two-story home would be targeted towards seniors. Mr. Mahan indicated these homes would not have five bedrooms, but rather would have three bedrooms with a flex space.

Councilmember Barnett asked how many of the homes would be two level. Mr. Mahan stated this has not been determined.

Councilmember Barnett inquired if any of these homes would be rental. Mr. Mahan reported these homes would not be rental, but would be owner occupied.

Councilmember Johnson asked if the two-story homes would have a bedroom on the first floor. Mr. Mahan indicated all of the bedrooms would be on the second story for the two-story homes.

Councilmember Janigo commented she had concerns regarding the suitability of these units for seniors, especially with the two-story homes if all of the bedrooms were on the second level. She explained the price range for these homes would be price prohibitive for young families. She stated she was having a hard time going back to square one given all of the discussion that was held last October on this project.

Councilmember Hanson requested further information regarding the HOA. Mr. Mahan stated the intention was to have an HOA in place that managed all snow and yard maintenance for all 60 lots.

Councilmember Johnson asked what a third car garage would

do to the spacing between these units. Mr. Mahan reported the setbacks would remain the same stating the homes would be 34 to 35 feet wide.

Councilmember Johnson inquired if Mr. Mahan watched the council meeting from October. Mr. Mahan stated he had not watched this meeting.

Councilmember Johnson stated she rewatched this meeting in order to understand where the city was at. She reported some of the neighbors spoke last fall and they appreciated the villa homes that were proposed because they did not have the two-story elevation.

Councilmember Hanson indicated she also rewatched this meeting and she was concerned with how the neighbors would be impacted by the two-story homes. She explained she had a hard time moving this project forward given the small lot size. She stated she appreciated the home designs, but noted she concerns regarding the two-story homes. She commented she was also concerned with the price of the proposed homes. She encouraged the developer to come back to the council with something that more closely reflects what was previously approved.

Councilmember Janigo agreed stating she could not support the project before the council. She recommended all homes be single level.

Mayor Steffenson questioned how the applicant wanted the Council to proceed. Mr. Mahan thanked the council for their feedback and stated he would come back with a different proposal.

Councilmember Johnson encouraged the developer to watch the council meeting from October in order to understand the history of this project and the concerns of the city council.

**Motion by Mayor Steffenson, seconded by Councilmember Barnett, to table action on the Rush Hollow – David Weekley architectural review. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Report on  
upcoming  
community and  
economic  
development  
items**

Community and Economic Development Director Hogeboom updated the council regarding the following:

- The Planning Commission would be meeting next on Monday, May 8 where the group would be addressing the Cottages at Silver Creek.
- On Tuesday, May 9 there would be a ribbon tying event at the Mark Michael Diamond shop.
- The Arbor Committee would be meeting on Thursday, May 11 at 7:00 p.m.

**Engineering-  
public works  
items**

**Report on  
upcoming  
engineering  
items**

Director of Public Works/City Engineer Ashfeld updated the council regarding the following:

- Staff noted the city website has an interactive map that shows where EAB trees have been removed and/or treated.
- The curbside cleanup day would be held on Monday, May 15 and the drop off day would be held on Saturday, May 20.
- Street sweeping was almost complete.
- Staff noted weight restrictions have been lifted for all city streets.

**Administration  
items**

**Report on  
upcoming  
administration  
items**

City Administrator Nelson explained that the council has her Monday report if there are any questions. She reported the Board of Appeals reconvene meeting would be held on Tuesday, May 2 at 7 p.m. She noted the Mayor's Prayer Breakfast would be held on Thursday, May 4 at Rush Creek at 7:15 a.m.

**Items added to**

None

**the agenda**

**Adjournment**

**Motion by Councilmember Barnett, seconded by Councilmember Hanson, to adjourn to the regular city council meeting on May 15, 2023 at 7:30 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

The meeting was adjourned at 8:08 p.m. by Mayor Steffenson.

Respectfully submitted,

Heidi Nelson  
City Administrator